

Minutes

Meeting	London Resilience Forum
Date	10 October 2016
Time	2.00pm
Place	Committee Room 5, City Hall, SE1 2AA

Ref	ACTION	OWNER
1. (5.1)	When published, the Programme Board to review the Harris report, identify necessary actions and assess the need for special meeting of the LRF	LRG
2. (5.3)	LRG to report to DCLG on the partnership's readiness for the major ceremonial event, including its links with other LRFs	LRG
3. (6.15)	The Chair of the London Resilience Communications Group to meet with the Chair of the Faith Sector Panel to consider the dissemination of information to the Faith Sector	LRCCG/Faith
5. (7.1)	The Partnership to review the lessons learnt report before the next LRF	All partners
6. (8.1)	The Programme Board is to consider the risk of power disruption, the partnership's capabilities to respond and recover then report to the LRF	LRG
7. (8.3)	Agencies are encouraged to review their business continuity arrangements for disruption to fuel supply, as per the Fuel Disruption Protocol 2016 – 1.0, including arrangements for contractors.	All partners

In Attendance:

Chair Dr Fiona Twycross AM

Don Randall, Business Sector Panel Chair
Michael Wearmouth, Staff Officer , British Transport Police
Richard Woolford, City of London Police
Clare Wormald, Head of Resilience, Department for Communities and Local Government
Simon Moody, London Area Manager, Environment Agency
Luke Miller, Archdeacon of London; Faith Sector Panel Chair
Jennifer Sibley, Principal Policy Officer, London Councils
Alan Palmer, London Ambulance Service
Tim Cutbill, Assistant Commissioner, London Fire Brigade
Dawn Morris, A/Chief Superintendent, Metropolitan Police Service
Sarah Streete, Lt. Colonel, HQ London District
Ed Stearns, London Resilience Communication Group Chair
Nicki Smith, Regional Lead for EPRR, NHS England (London)
Yvonne Doyle, Regional Director, London, Public Health England
Bill D'Albertanson, Emergency Planning Manager, UK Power Networks, (Utilities Sector Panel Chair)
Sarah Burchard, Emergency Risk Specialist, Thames Water (Utility Sector Panel)
Seamus Kelly, Deputy Chief Officer Operations, St John Ambulance (Voluntary Sector Panel)

London Resilience Group:

Steve Hamm, Head of Programme for the LRF
Hamish Cameron, Deputy Head of London Resilience
John Hetherington, Deputy Head of London Resilience, representing SRRFs and BRFs
Tom Brady, London Resilience Officer
Mathew Hogan, London Resilience Officer

Greater London Authority officers:

Anna Flatley, Senior Committee Officer

1. Chair's Opening Remarks

- 1.1. The Chair welcomed members to the Forum, and expressed that thoughts were with those affected by Hurricane Mathew.
- 1.2. The Chair stated that Ron Dobson was unable to attend this meeting and asked the Forum to note his 37 year service to the fire service, latterly as Commissioner, as this would have been his last LRF meeting prior to retirement.

2. Introductions and Apologies for Absence

- 2.1. The Chair then invited attendees to introduce themselves.

Apologies were received from: Patricia Gallan, Assistant Commissioner, Metropolitan Police Service; John Barradell, Deputy Chair of LRF and Chair of Local Authority Panel; Ron Dobson, Commissioner, LFEPA; Nick Owen, Head of Strategic Coordination, Transport for London; Nigel Furlong, Head of Resilience Planning, Transport for London; Garrett Emmerson, Chief Operating Officer Surface Transport, Transport for London; Kevin Bate, Deputy Director of Operations, London Ambulance Service; John O'Brien, London Councils; Crispin Lockhart, Colonel, HQ London District; Tom Middleton, Head of Governance and Resilience, GLA and Robin Smith, Assistant Chief Constable, British Transport Police.

3. Minutes and Matters Arising from the Previous Meeting

- 3.1. The Forum confirmed the minutes of the meeting of the Forum held on Monday 13 June 2016 as an accurate record of the meeting and it was noted that matters arising had been included in the agenda for this meeting.

4. Risks to London Resilience

- a) **MPS** - It was reported that the current threat level remained at substantial for Northern Ireland related terrorism and severe for international terrorism. The threat to events in London and necessary measure to planned events in London is kept under review.
- b) **DCLG** - There are continuing threats to cross channel disruption as a result of migration issues; essential services due to winter risks; energy supply from electricity; as well as Southern Railway industrial action.

5. Special Agenda Items

- a) **Lord Harris Review** – The Chair commented that publication was imminent and requested the London Resilience Programme Board to identify necessary actions and consider how the Forum would have an opportunity to discuss this in a timely fashion; possibly by way of an extraordinary meeting.

- 5.1. ACTION: When published, the Programme Board to review the Harris report, identify necessary actions and assess the need for special meeting of the LRF**
- b) **London Resilience Partnership Strategy (53 02)** – Steve Hamm introduced the report, thanking all members of the partnership for their input and drawing attention to the objectives as set out on page 14 of the Agenda pack. The Chair thanked all participants for their work and moved that the London Resilience Partnership Strategy be approved.
- 5.2. The Forum then approved the London Resilience Partnership Strategy.**
- c) **Major Ceremonial Event** – The DCLG representative reported that a letter had been sent to all LRF chairs to remind them of the need to plan for such an event in order to manage the resultant pressures, particularly in London and stressing the need for multi-agency collaboration. Following discussion London Resilience Group undertook to gather all this information together, including from areas outside of London, and to report back to DCLG and the Forum.
- 5.3. ACTION: London Resilience Group to report to DCLG on the partnership's readiness for a major ceremonial event, including its links with other LRFs.**
- 6. Stay Well this Winter Campaign** – The Chair drew the partners attention to a letter setting out this campaign which was circulated with the Agenda. A clinic would follow the meeting where offering an opportunity to receive the influenza vaccination. The Public Health England representative gave a presentation, outlining the campaign and encouraging partners to promote and support it. The presentation slides are attached as an appendix to these minutes. During decisions it was noted that many of the partner organisations provided facilities and/or incentives to encourage their staff to take up the offer of an influenza vaccination. PHE have shared the campaign materials with the London Resilience Communication Group.

Agency and Sector Updates

- 6.1. Government (DCLG)** – The DCLG representative thanked the Chair for meeting with DCLG and CCS for strategic level discussions. It was reported that the next National Resilience Capabilities Survey was being prepared for Spring 2017, to which London would be asked to have an input. Forum partners were encouraged to take part in this survey. It was also reported that the "Get Ready for Winter" campaign was to be launched in October 2016 and the details of this would be shared with all partners. In addition it was noted that analysis of the recovery programme following last year's flooding had been undertaken and there might be some learning for London as a result. This would be discussed further at a later stage.
- 6.2. Metropolitan Police Service** –It was reported that the MPS were reviewing security arrangements following learning from Pride celebrations and recent football events. It is planning for a considerable number of events in the autumn, including the Million Mask March, potential protests at airports and demonstrations associated with the US election.
- 6.3. City of London Police** – It was reported that CoLP is supporting MPS in policing planned events.

- 6.4. British Transport Police** – The BTP representative reported that a Marauding Terrorist Firearms Attack (MTFA) exercise on a static and moving train had been successful and the lessons learnt would be shared with the partnership. The launch of the night tube had also passed satisfactorily with low levels of crime recorded.
- 6.5. London Ambulance Service** – It was reported that LAS is also preparing for the seasonal events, in particular with relation to security issues. Internally the LAS is going through an assurance process, with a formal inspection programmed for the New Year.
- 6.6. London Fire Brigade (paper 53 03)** – The LFB representative introduced the written update; pointing out that the consultation period on the 6th London Safety Plan would close before the next meeting of the Forum (as detailed in the paper). Partners were urged to respond directly. The Chair echoed this request.
- 6.7. Local Authorities** – It was reported that a service agreement between Local Authorities and London Resilience Group was now in place within the 3 year work programme to improve response and mutual arrangements off the back of reduced resources and lessons learnt as a result of EUR. Planning for EP 2020 was underway.
- 6.8. NHS** – It was reported that the annual assurance process is now underway and focuses on business continuity. The new protective suits were being put into service. Whilst the junior doctor strikes have been suspended, contingency plans remain in place. Winter planning had also been implemented. The regional table top exercise on burns response had taken place successfully and lessons learnt would be shared with the partners and they are supporting the planning and delivery of Exercise Cygnus.
- 6.9. PHE** – It was noted that Exercise Cygnus would be taking place on 18/19 October (a pandemic influenza scenario, week six of a pandemic), which will involve Strategic Coordinating Group and some national play. Feedback would be provided. It was further noted that the Zika virus was still a concern in terms of travel associated cases, where 220 traveler cases have been identified across 29 countries.
- 6.10. Environment Agency** – The Environment Agency representative reported that ground water and river levels were normal for the time of year. There have had been two surface water flooding incidents since the last meeting. The Thames Barrier has been closed to manage the risk of flooding once this year in February. In the light of lessons learnt from last winter's flooding, procedures and logistics have been reviewed.
- 6.11. Utilities Sector Panel** – It was reported that the Utilities sector were preparing for winter and the lessons learnt last year from the events in Cumbria had been built in to these plans. It was noted that the panel was organising a capabilities demonstration in 2017 with the aim of widening understanding of the sector's work.
- 6.12. Business Sector Panel** – It was noted that the Business Sector Panel and the Cross-sector Safety and Security Communications Senior Management Team had been reviewed and the two groups merged, to increase efficiency. In addition, the CSSC industry sector leaders and the cascade mechanism (which now reaches 14 million people) had been reviewed and the CSSC have received additional resource.
- 6.13. Voluntary Sector** – The sector's terms of reference were being reviewed and rewritten. A capabilities day was planned for April 2017 to highlight the work of the voluntary sector.

- 6.14. Faith** – It was noted that the panel is reviewing its membership to ensure representation from all faiths. The Church's Gold Group is being reconvened. It is working with the police to review the communication of messages to different sections of the faith community. This follows challenges in distributing information following the murder of Father Jacques Hamel in Rouen, France. Following discussion it was suggested that the London Resilience Communication Group work with the Faith Sector in this regard.
- 6.15. ACTION: The Chair of the London Resilience Communication Group to meet with the Chair of the Faith Sector Panel to consider the dissemination of information to the Faith Sector.**
- 6.16. HQ London District** – It was reported that the focus at present was on the Lord Mayor's Show and Remembrance Day.
- 6.17. London Resilience Communication Group** – It was reported that work of this Group was dominated by the Lord Harris review and arrangements for a move to Critical.
- 6.18. London Resilience Group**– High-level restructuring, with the support of the GLA, London Local Authorities and LFEPA, had now been completed which had not been an insignificant achievement, with staff restructuring continuing. The London Resilience Group is now in a better position to support all partners as a result of these changes and a business development plan will be provided to the Forum when available.
- 6.19. Sub- Regional Resilience Forum (SRRF) and Borough Resilience Forum (BRF)** – It was noted that a review of SRRF had been completed with a proposed move from 3 to 2 meetings a year which would provide a more flexible and agile approach. The proposed revised approach to the management of the Sub-Regional Resilience Forums was approved and there would be a report back to the Forum.
- 6.20. Communicating with the Public Group** – It was noted that the Communicating with the Public framework had not been used by the Partnership and therefore the document would be withdrawn. Some content will be incorporated into other documents. This work overlapped with the London Resilience Communication Group and discussions outside of this meeting would take place between the two Chairs.

7. Progress Against London Resilience Programme

- a) **Dashboard (53 04)** – It was noted that this Agenda item had been revised; displaying the state of work at the present time, in relation to the work programme. At the next LRF a revised work programme would be reported. The report was noted.

b) Plans Recommended for Approval

- i) **London Recovery Management Protocol (53 05)** – The Local Authorities representative introduced the report.

7.1 The Forum then approved the Recovery Management Protocol.

- ii) **London Resilience Communication Group Emergency Plan (53 06)** – The London Resilience Communication Group Chair introduced the report.

7.2 The Forum then approved the London Resilience Partnership Communication Group Emergency Plan.

- c) **Learning Lessons (53 07)** – The London Resilience Manager introduced the report. The Chair indicated she would like to see greater focus on this, incorporating the lessons from the EUR. It was noted that Shared Situational Awareness Project had been completed and could be removed from this report.

7.3 ACTION: The Partnership to review the lessons learnt report before the next LRF.

8. Assurance of Partnership Capabilities

- a) **Power Disruption** – The Chair noted that this item was a result of a discussion around the causes of telecoms failure at the previous meeting and the concern that it appears to be a high risk with serious consequences for responders and London as a whole. The Utilities Sector Panel Chair then gave a presentation. The Forum then discussed the issue. It was noted that the National Risk Assessment, to be published in 2016, may affect some of the information provided in the slides. Following further discussion the DCLG representative said she would welcome further discussions on this. The Chair asked that Programme Board consider the current risk and capability then report back.

8.1 ACTION: the Programme Board is to consider the risk of power disruption, the partnership's capabilities to respond and recover, and then report to the LRF.

- b) **London Fuel Disruption Protocol (53 08)** - The Local Authorities representative introduced the report, reporting that it was a slimmed down version of the plan which provided for extreme fuel shortage. It was noted that there was sufficient fuel stored for a short term shortage although this is dependent on availability of fuel in local storage, which partners were asked to consider. The Forum was reassured that the impact on planning following the withdrawal of MPS as the lead agency for fuel disruption had not had an adverse effect.

8.2 The Forum then approved the Fuel Disruption Protocol.

8.3 ACTION: Agencies be encouraged to review their business continuity arrangements for disruption to fuel supply, paying particular attention to bunkered fuel stocks and arrangements for contractors.

- c) **Scientific and Technical Advice Cell** – The PHE representative explained the serious delay in revising this plan was due to a delay by the Cabinet Office in issuing guidance, which potentially could change the arrangements. The Forum was assured that an interim plan was in place, 22 chairs had been identified and the plan could be activated 24 hours a day if needed.

9. Review of Actions

9.1. The Resilience Manager ran through the key action points arising from this meeting.

10. Any Other Business

10.1. No other business was raised.

11. Date of Next Meeting

11.1. The next meeting is scheduled to take place on Monday 6 February 2017 at 2.00pm.